

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: 26
From 12-4-11 To 12-17-112. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Oversight of removal activities at the Portage Creek Area Site removal action. Site ID is 059BRV05

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	6		12-15-11
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
1						11.51
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SFO
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: 2
From 1-1-12 To 1-14-122. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Oversight of removal activities at the Portage Creek Area Site removal action. Site ID is 059BRV05

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	4		1-6-12
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
1						11.51
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By Charles Gebien (Acting)	Title CHIEF ERB-2	Date

**U. S. ENVIRONMENTAL PROTECTION AGENCY
SUPERFUND SITE-SPECIFIC TRAVEL RECEIPTS SUBMISSION FORM
Region 5**

Date of Submission: _____

Name of Traveler: Sam Borries **Site ID#:** 059BRV05

Start date of travel: _____ **End date of travel:** _____

Authorization No: _____ **DCN#:** _____

Time charged to site in PeoplePlus: Yes ☒ No (please explain below) ☐

Attached are original receipts for the following:

- | | |
|---|---|
| <input type="checkbox"/> Supplies, \$75 or more | <input type="checkbox"/> Airfare/train & transaction fees |
| <input type="checkbox"/> Miscellaneous, \$75.00 or more | <input checked="" type="checkbox"/> Hotel |
| <input type="checkbox"/> Taxi fare, \$75.00 or more | <input type="checkbox"/> Rental car |
| <input type="checkbox"/> Parking, \$75.00 or more | <input type="checkbox"/> Registration Fee |

No receipts are attached:

- ☐ Local travel or under \$75.00

Comments:

Note: The credit card statement can be used if there is no other way of obtaining a copy of the receipt. If any of the above receipts are not attached, please justify above.

SUBMIT TO: Carol Gaither
US EPA Cincinnati Finance Center
26 W. Martin Luther King Drive
Mail Stop - 002
Cincinnati, OH 45268-7002

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: 15
From 7-3-11 To 7-16-112. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Site pre-planning meeting and contractor tour of Portage Creek Area to plan removal action. Site ID is 059B

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	4		7-13-11
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
1						11.51
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date

EPA**Environmental Protection Agency**

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION1. For Pay Period: 18
From 8-14-11 To 8-27-112. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Site planning meetings, meetings with property owners for access, CP and staging area surveying, and begin site mobilization for Portage Creek Area removal action. Site ID is 059BRV05

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	18		8-15-11 to 8-26-11
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
1						11.51
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: 17
From 8-1-11 To 8-13-112. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Site planning meeting with the City of Kalamazoo and contractor oversight of Portage Creek Area removal action. Site ID is 059BRV05

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	18		8-2-11 to 8-12-11
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
1						11.51
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: 19
From 8-29-11 To 9-10-112. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Site planning meetings, meetings with property owners for access, CP and staging area sampling for Portage Creek Area removal action. Site ID is 059BRV05

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	18		8-29-11 to 8-9-11
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
1						11.51
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: 21
From 9-28-11 To 10-7-112. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

Overtime must be authorized prior to its performance except in cases of emergency, and overtime actually worked under this authorization must be recorded on the employee's Time and Attendance Report (T&A) Card, EPA Form 2565-1, 2, or 3.

3. Justification or Reason":

Oversight of removal activities at the Portage Creek Area Site removal action. Site ID is 059BRV05

Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
1	Sam Borries	On file	14	18		9-28-11 to 10-7-11
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date

EPA

Environmental Protection Agency

DA 8556

Washington, DC 20460

REQUEST FOR OVERTIME AUTHORIZATION

1. For Pay Period: _____
From To2. Check One
☒ Original Request ☐ Extension

3. Estimated Costs:

Authority for approving payment for overtime, or the allowance of compensatory time in lieu of payment for overtime, is reserved only to those officials stated in agency delegations.

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Line #	5. Employee's Name	6. Social Security Number	7. Grade or Rate	Hrs. OT	Comp Time	Dates
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9. Financial and Accounting Data

Line	DCN (max 6)	Budget/FYs (max 4)	Appropriation Code (max 6)	Budget Org/Code (max 7)	Program Element (max 9)	Object Class (max 4)
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	Amount	Site/Project (max 8)	Cost Org/Code (max 7)
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ANN E. PHELPS 3-2080

10. Requested By MICHAEL RIBORDY	Title CHIEF ERS-3	Date
11. Approved By LINDA NACHOWICZ	Title CHIEF ERB-2	Date